

**BE SAFE  
CHICAGO** ★★



**Be Safe.  
CTA**

# Be Safe. CTA

What's in this guide?



Gradually Resume  
(Phase IV)

## Cautiously reopening Chicago requires:

### Healthy interactions

#### Social distancing



Limitations on physical distance to other individuals

#### Gathering size



Limitations on gatherings of individuals

#### Protective gear



Use of protective gear by individuals

### Hygiene requirements



Ensuring hygienic interactions (e.g., hand washing)

### Safe spaces and conditions

#### Entry access



Entry/exit condition for access to space

#### Cleaning standards



Actions taken to disinfect space

#### Visual guidance



Hygiene resources and guidance posted in space

### Workplace conditions



Evaluation of foot traffic, ventilation, etc.

### Operational resilience and monitoring

#### Flexible models



Flexibility with sick leave, remote work (when possible)

#### Operational resiliency



Support for operational flexibility (e.g., multiple shifts)

#### Testing / tracking



Facilitation of testing and tracking

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Illustrative example



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## What may be different?

- 1 **Visual indicators of >6ft physical distancing** may be placed throughout transit stations
- 2 Employees **disinfect** transit stations four times a day, and clean vehicles before and during service
- 3 Passengers required to wear **facial coverings** at all times
- 4 Passengers encouraged to maintain **>6ft physical distancing** at all times
- 5 **Visual signage** posted throughout transit stations and vehicles regarding hygiene, social distancing, proper PPE, and more

- Recommended guidance -



**Social  
distancing**



**Gathering  
size**

## Encourage riders to maintain 6ft social distance, where possible

- Shared responsibility between rider and operator to try to maintain social distancing as much as possible
- To promote social distancing, CTA is running as much service as can be provided, including: adding longer trains and buses, where possible, and deploying additional buses to select routes
- Use the [Ridership Information Dashboard](#) to better plan CTA trips by viewing information on heavier ridership times by route; Riders who are able can choose to ride during lower ridership times or identify alternative routes

## Passengers encouraged to social distance by boarding less crowded buses and train cars

- Continue with de-crowding initiatives to limit the number of customers on buses and trains – 15 passenger limit on 40ft buses and 22 passenger limit on 60ft buses and all train cars
- CTA will continue to monitor its passenger capacity standards and may make adjustments to provide for further capacity throughout the phase in accordance with public health guidance and as health outcomes continue to improve
- Monitor crowding at train stations in real-time with cameras, and address any overcrowding via audio announcements
- Provide customers a Rider Information Dashboard that will help riders make informed decisions on when is the best time to ride CTA



## Require all individuals to wear face coverings, and provide all staff with face coverings

- Face coverings must be worn over nose and mouth at all times while on CTA system – buses, trains and station platforms. Exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face covering.



## Encourage passengers to practice proper hygiene, such as hand washing

- Signage posted throughout the CTA system regarding good hygiene practices for riders
- Through a one-time, promotional effort the week of June 22, CTA distributed “Travel Healthy” kits to customers, which included a face covering, hand sanitizer and riding tips to help re-enforce good hygiene practices and ways to ride healthy

## For employees: hand sanitizer available at all workplace locations

- Encourage employees to complete health and safety training related to COVID-19 when returning to work
- Provide face coverings, hand sanitizer, cleaning products and gloves for all employees

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Safe spaces and working conditions



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## Continue updated operations to minimize interactions

- Prior to leaving home, all CTA employees and customers encouraged to self-identify symptoms and stay at home if symptomatic
- Continuing current CTA practices of bus operators driving behind a plexiglass driver shield
- Continuing current CTA practices, bus operators can limit number of passengers on bus by doing 'drop-off only' service when bus reaches established max occupancy
- Continuing current CTA practices, cordon off front section of the first train car (i.e., area nearest to train operator) from passengers

- Recommended guidance -



## Enhanced cleaning of CTA vehicles

- **BEFORE SERVICE:** Every rail car and bus is cleaned before it leaves for daily service—this includes wiping down seats, stanchions, grab handles and surfaces with disinfectant, as well as sweeping and removing trash
- **WHILE IN SERVICE:** Workers disinfect the high-touch surfaces of rail cars at all terminals after they finish a run and before they turn around for another run. Workers have also been stationed at the Navy Pier, Jefferson Park, Howard and Midway bus terminals to disinfect and wipe down high-touch surfaces on buses
- **ROUTINE DEEP CLEANS:** In addition to the daily cleanings, all vehicles undergo a routine "deep clean," which entails intensive cleanings of the interior surfaces from the top of windows to the floor. As part of this process, crews use a 3-in-1 product that cleans, disinfects, and deodorizes all surfaces of the vehicles.
- **CLEANING TECHNOLOGIES:** Use of Electro-sprayers for deeper cleans: eMist devices apply cleaning solution as a mist, providing for more thorough coverage
- **ADDITIONAL WORKFORCE:** Hygiene Crews at terminals to enhance end-of line cleaning

# Be Safe. CTA

Safe spaces and working conditions



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## Enhanced cleaning at CTA stations

- **REGULAR CLEANING:** CTA train stations are cleaned throughout the day. CTA janitors clean each station twice per shift; each station is cleaned four times per day.
- **ROUTINE DEEP CLEANS:** Mobile cleaning SWAT teams will be powerwashing stations. Ten 4-5 member mobile powerwashing teams will be deployed across the system and expected to power-wash 50-75 rail stations per week.



## Include signage on all vehicles and stations around social distancing and face covering requirements

- Include guidelines on safe riding practices (e.g., face coverings, social distancing, hand sanitization, etc.)



## Use signage to help monitor and promote social distancing

- Include decals on station floors guiding riders on where to stand and how to keep distance

- Recommended guidance -





### Continue to add service to mitigate crowding

- When feasible (given workforce and vehicle constraints), deliver additional service to routes/runs where crowding is identified



### Continue to mitigate crowding through sustained service

- Continue delivering CTA's normal service schedule to allow for maximum social distancing
- Communicate guidelines around social distancing to customers and implement control measures to help manage bus crowding



## Continue to follow CDPH and CDC guidance for testing and tracing protocols for employees

- If employee does contract COVID-19, they must follow all CDC guidelines before returning to work
- If an employee is identified as being COVID-19 positive by testing, cleaning and disinfecting must be performed according to CDC guidelines
- Any employee who has had close contact with a co-worker or any other person who is diagnosed with COVID-19 should self quarantine according to CDC guidelines
- If a facility becomes aware of 2 or more cases possibly associated with an establishment over a 14 day period, employers are required to report cases to CDPH
- Follow all other CDPH guidance set forth and comply with CDPH recommendations in response to a workplace outbreak



## Glossary

**Gathering:** A group of individuals outside a single household who are part of a spontaneous or planned event convening for more than ten minutes

**Handwashing:** The act of thoroughly cleaning one's hands with soap and water for at least 20 seconds or using a disinfectant capable of eliminating the virus that causes COVID-19

**Social distancing:** The physical spacing of at least six feet between individuals, or groups of individuals.

**PPE:** Personal protective equipment (e.g., face coverings, goggles, face shields); requirements vary based on industry and specific circumstances

## Self-screening sample questionnaire

**Self-screening:** A protocol by which an employee answers questions at the start of a shift. Subject to the guidance of the Commissioner of Health, the questions may include:

- Have you had a body temperature over 100 degrees Fahrenheit or have you used a fever reducer in the previous 24 hours to treat a body temperature over 100 degrees Fahrenheit?
- Do you have a new cough that you cannot attribute to another health condition?
- Do you have a new or worsening sore throat that you cannot attribute to another health condition?
- Do you have new shortness of breath that you cannot attribute to another health condition?
- Have you recently developed a complete loss of smell or taste?



### General workplace guidance

### Transportation guidance

### Disclaimer

#### National resources for further guidance

**CDC** – *Activities and Initiatives Supporting the COVID-19 Response and the President's Plan for Opening America Up Again:*  
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf>

**CDC** – *Guidance for Businesses and Workplaces*  
<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>

**OSHA** *Guidance on Preparing Workplaces for COVID-19:*  
<https://www.osha.gov/Publications/OSHA3990.pdf>

**US Department of Transportation** – *Corona Virus Resources:*  
<https://www.transportation.gov/coronavirus>

**American Public Transportation** – *Association Public Transit Response to Coronavirus or COVID-19:* <https://www.apta.com/public-transit-response-to-coronavirus/>

**OSHA** – *Guidance for Rideshare, Taxi and Car Service Workers:*  
<https://www.osha.gov/Publications/OSHA4021.pdf>

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